Board of Commissioners Meeting Memorandum

Date: September 13, 2006

From: Ross Miller, Director of Accreditation

**Subject:** Truck Driver Institute of Indiana –Indianapolis, On-site Evaluation

#### **Staff recommendation**

In accordance with Title 570 IAC (D) [Phase Four-Fully Accredited Status], it is the recommendation of the Commission staff that Truck Driver Institute of Indiana – Indianapolis be granted Fully Accredited status.

## **Background**

Thomas Gast organized the first Truck Driver Institute in 1991. The original location was in South Bend, Indiana. Truck Driver Institute is affiliated with Commercial Driver Institute which has locations in the State of Indiana and Southern States. Currently TDI and CDI operate 6 truck driver training schools combined. TDI of Indianapolis, was begun in 2005, a few miles South of Downtown on Bluff Road.

#### **School Description**

TDI Indianapolis offers a certificate program titled Custom Motor Carrier Training. The program is 154 clock hours offered over 3 weeks at a cost of \$5,995.

#### **Evaluation Team**

Mr. Shirl Johnson has over 3 decades of experience in the commercial driver licensed industry. Mr. Johnson is currently the operations manager at Carter Truck Lines, Inc.

Through a 2003 Memorandum of Understanding between the Indiana Commission on Proprietary Education and the Indiana Department of Revenue, one evaluator of CDL schools is a staff member of the Indiana Department of Revenue Motor Carrier Services Division. Mr. Jeff Moeller is a CDL Auditor/Examiner with Indiana Department of Revenue Motor Carrier Services Division. Mr. Moeller has been in his current position since 2002.

Mr. Stahly has been in various management positions at trucking transportation companies for over 2 decades. In many positions Mr. Stahly was managing drivers, and responsible for hiring decisions of CDL drivers.

#### **Evaluation Results**

Mr. Johnson recommended Accredited with Recommendations status. Mr. Johnson made three recommendations.

- 1. Student financing should be completed prior to the first day of training.
- 2. Increase the number of clock hours of training from the current 154 clock hours.
- 3. Decrease the current tuition amount that students pay for training.

Mr. Johnson commented that range area was limited. None of the categories were marked unsatisfactory by Mr. Johnson.

Mr. Moeller recommended Fully Accredited status. The checklist of Mr. Moeller reflects a shared concern about student financing. During the interview of students one student complained that his financing paperwork was incomplete after 10 days of training. Mr. Moeller also noted that instructional staff turnover has been frequent. Students interviewed stated they were satisfied with the current instructional staff. Mr. Moeller wrote that administrators had much experience, referring to Mr. Tom Hruban and staff from other locations of TDI and CDI. Mr. Moeller noted that students interviewed thought range space should be increased.

Mr. Stahly recommended Fully Accredited status. The checklist notes that instructors were very concerned with student progress. Additionally, he wrote that students were pleased with the training. Mr. Stahly made further positive written statements about the records and curriculum.

The similarity between some of the written statements of Mr. Johnson and Mr. Moeller can be attributed to the fact that they were present for the same interviews with students available on May, 24, 2006. The same questions were asked of different students interviewed for the evaluation on July 27, 2006 with Mr. Stahly as an evaluator.

In response to the recommendations of Mr. Johnson and the comments of Mr. Moeller TDI provided further information to ICOPE staff.

In the matter of student finance, TDI students are apprised of loan status prior to class start. Students who do not qualify for financing, but have already begun training, and have passed Department of Transportation physical and dug screen, and have obtained their CDL permit are offered sponsorship assistance with either of two major motor carriers.

The 154 clock hour program offered by TDI is in line with programs at other CDL schools. Within the CDL school industry 154 clock hour program exceeds the average. Graduates of CDL programs who become employed are paired with a veteran CDL driver for 4-6 weeks of further training as a second-seat driver before operating alone.

Proprietary schools set their own tuition based on what the student or customer is willing to pay for the training. Further, \$5,995 tuition charged by TDI is again within CDL school industry norms.

From Commission staff observations of many CDL schools in Indiana, the range space at TDI – Indianapolis is again, within the industry average. More importantly, range space was adequate for student needs.

#### Conclusion

Commission staff is satisfied that student financing is being handled fairly and efficiently. Program clock hours and tuition are within the norm of industry standards. Truck Driver Institute of Indiana – Indianapolis is in the view of Commission staff, well organized and operated. Commission staff recommends Truck Driver Institute of Indiana – Indianapolis receive Fully Accredited status.

- Supporting Documentation
   Shirl Johnson evaluator checklist.
   Jeff Moeller evaluator checklist.
   Dave Stahly evaluator checklist.

302 W. Washington Street, Room E201 Indianapolis, IN 46204

Date of Evaluation:	5/24/06		
Institution Evaluated:	TRUCK DRIVER INSTITU	JTE	
Name of Team Member:	SHIRL JOHNSON		
CHECK LIST FOR TEAM EV	/ALUATORS		
In each category you are to ra	ate the institution on a scale	e of one (1) to four (4) as follow	vs:
<ol> <li>Outstand</li> <li>Superior</li> </ol>	•	<ul><li>3. Satisfactory</li><li>4. Unsatisfactory</li></ul>	
There is space for comments your evaluation.	. The asterisk (*) denotes	requested comments in orde	r to better explain
CATEGORY I EDUCATION	NAL OBJECTIVES		
A. The educational philosoph	nies/objectives are consiste	nt with the institution's role as	a training facility.
+++		<u> </u>	. <u></u>
1. Outstandin	g 2. Superior	3. Satisfactory	4. Unsatisfactory*
Comments: ALL A	SPECTS WERE COVERE	D	
B. The resident training is reaseeks.	asonably well developed to	actually train the student for t	he job he/she
	g 2. Superior		
1. Outstandin	g 2. Superior	3. Satisfactory	4. Unsatisfactory*
Comments:			
C. The advertising, brochures that it is a training ins		entations made are truthful, an ific areas of instruction it prom	
1. Outstandin	g 2. Superior	3. Satisfactory	4. Unsatisfactory*
Comments:			
CATEGORY II FACULTY  A. The institution has an ade	quate number of qualified in	nstructors or teachers trained	by education
and/or experience to			•
		+++	
1. Outstandin	g 2. Superior	3. Satisfactory	4. Unsatisfactory*

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Comments: TURNOVER IS HIGH FOR INSTRUCTORS

B.	<ol> <li>The educational administrators are qualified professionally to administer their position through education and/or experience.</li> </ol>				
		+++			
	1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*	
	Comments:				
C.	The faculty appear to be satisfied v	with the overall institut	ion.		
		+++			
	1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*	
	Comments: NO COMPLAI	NTS FROM INSTRUC	CTORS		
$C^{\Lambda}$	TEGORY III STUDENT POLICY				
<u> </u>	ATEGORY III STODENT FOLICT				
Α.	Student counseling is adequate to	show concern for the	individual student's perso	onal attainments.	
		+++			
	1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*	
	Comments:				
_					
В.	The student/administration relation	ship reflects a healthy	and stable rapport within	n the institution.	
	+++				
	1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*	
	Comments:				
_					
C.	The student educational needs are	e met by the institution			
			+++		
	1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*	
	Comments: IS 154 CLOCK	K HOURS ENOUGH T	RAINING?		
C 1	TEGORY IV ADMISSION PRACT	ICE8			
<u> </u>	RIEGORI IV ADMISSION FRACI	ICES			
A.	The admission policy of the institut	ion is well administere	ed and the school is reason	onably selective.	
		+++			
	1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*	
	Comments:				

B.	<ol> <li>Students who have special learning handicaps are aware of the demands needed to meet the admission requirements.</li> </ol>				
			+++		
	1. Outstand	ing	2. Superior	3. Satisfactory	4. Unsatisfactory*
	Comments:				
<u>C</u>	ATEGORY V STUDENT	RECRUITI	<u>MENT</u>		
A.	The institution appears t recruiting low incom		om a diversified level o	of family income. No con	centration on
			+++		
	1. Outstand	ing	2. Superior	3. Satisfactory	4. Unsatisfactory*
	Comments: ALL	STUDENT	S WERE RECRUITE	D THROUGH "WANT-AE	OS."
В.	The institution appears t	o recruit sti	udents who have a po	tential or desire the educ	ation provided.
	1. Outstand	ing	2. Superior	3. Satisfactory	4. Unsatisfactory*
		"'9	2. Ouponor	o. Calibrationy	1. Oriodilolacioly
	Comments:				
C.	The students appear to		nest impression of the	e institution before they e  +++  3. Satisfactory	nroll.  4. Unsatisfactory*
		· ·	·		•
	Comments: SON CRAMED.	1E STUDE	NTS FELT THE TRAI	NING WAS EXPENSIVE	+INFORMATION
<u>C</u> A	ATEGORY VI PHYSICAL	. FACILITI	<u>ES</u>		
A.	The institution has satisf equipment to instruction		ing or educational fac ident's selected area o		, supplies, or
			+++		
	1. Outstand	ing	2. Superior	3. Satisfactory	<ol><li>Unsatisfactory*</li></ol>
	Comments: SPA	CE FOR "I	RANGE" TRAINING W	VAS LIMITED.	
В.	The classrooms or work	stations ar	e the necessary size t	o accommodate the num	ber of students
	enrolled.				
	1. Outstand	ina	2. Superior	3. Satisfactory	4. Unsatisfactory*
		· ·	•	o. Gandidolory	i. Chadisidotory
	Comments: VER	T ADEQU	AIE		

C.	C. The premises and conditions under which the students work are sanitary and safe according to modern standards.				
	+++	2. Cumarian	2. Catiofostani	4	
	1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*	
	Comments: VERY NICE	, CLEAN FACILITY			
<u>CA</u>	ATEGORY VII COURSE ORGAN	NIZATION			
A.	The instruction materials are con	mprehensive, accurate a	nd well organized.		
	+++				
	1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*	
	Comments:				
В.	The instructional material is gea of the students enrolled.	red at a level of understa	nding which adheres to	the educational level	
	+++ 1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*	
	_	2. Caponor	o. Gallolactory	i. Chodiolasiony	
	Comments:				
	The resident training is reasonal ultimately hopes to gain.	oly well developed to actu	ually train the student for	the job he seeks or	
	1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*	
	Comments: SHOULD M	ORE TIME BE SPENT C	N ACTUAL PUBLIC DR	IVING?	
B.	Student records adequately refle	ect the student's progress	s during his period of enr	rollment.	
	+++ 1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*	
		oapo	o. Canolacion,	Ccalloidolo.y	
	Comments:				
C.	The student records adequately institution.	reflect the student's plac	ement after his/her train	ing with the	
	1 Outstanding	2 Cumarian	2 Catiofactors	4 Unactisfactaris*	
	1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*	
	Comments:				

D. Char	acterize your impression of th	e institution.			
		+++			
	1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*	
	Comments:				
	Commonto.				
	najority of the students appeanstitution.	ar to be satisfied with th	e education they have re	ceived from the	
		+++			
	1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*	
	Comments:				
			institution should recei		
	atus – If, after a review of the				
	n and the formal team evaluat eficiencies that in the opinion				
minimum	standards required for opera	ation of a postsecondar	y proprietary school, ther		
	ng institution should be award				
petitionir	ng institution should be recom	mended for revocation			
2. Candi	date If, after a review of th	e forms and materials	submitted by the petitioni	ng	
institutio	n and the formal team evaluat	tion, the petitioning inst	titution is found to have co	ertain	
	cies that in the opinion of the (			cause	
	ll of the right to do business, to ate" status.	nen me pennoning inst	itution may be awarded		
	ditation with Recommenda				
	d by the petitioning institution to still possess certain deficie				
	ation or candidate status, but			Jeniai Oi	
	y, then the institution may be			atus.	
	Accredited – If, after a review				
	on the institution has corrected dited with Recommendations				
OI ACCIE	or Accredited with Recommendations status, then it shall be granted "Fully Accredited" status.				

### If status Is 1, 2, or 3, list your specific reasons or recommendations below.

Please add any explanatory notes to your recommendation. Use additional page(s) if necessary.

- 1. FINANCING SHOULD BE IN PLACE BEFORE STUDENT IS ALLOWED TO START. TIME IS WASTED IF FINANCING IS NOT IN PLACE.
- 2. 154 HOURS DOES NOT APPEAR TO BE ENOUGH TIME TO BECOME AN EFFICIENT AND SAFE DRIVER. THERE IS MORE TRAFFIC ON THE HIGHWAY THAN EVER. MORE DRIVING TIME IN TRAFFIC IS PROBABLY WARRANTED.
- 3. ARE THE STUDENTS GETTING THEIR MAONEYS WORTH? \$2,000 PER WEEK SEEMS RATHER PRICY FOR JUST THE BASICS IN BECOMING A PROFESSIONAL DRIVER.

### Team Member's background, as related to evaluation participation, is as follows:

Please describe appropriate background experience and credentials.

I HAVE BEEN INVOLVLED IN THE TRUCKING INDUSTRY FULL TIME SINCE 1973, HAVING PERFORMED MOST JOBS IN THE INDUSTRY OVER THIS PERIOD OF TIME. I AM CURRENTLY THE OPERATIONS MANAGER FOR CARTER TRUCK LINES, INC.

302 W. Washington Street, Room E201 Indianapolis, IN 46204

Date of Evaluation:	5/24/06		
Institution Evaluated:	TRUCK DRIVER INSTITU	JTE	
Name of Team Member:	JEFF MOELLER		
CHECK LIST FOR TEAM EV	ALUATORS		
In each category you are to ra	ate the institution on a scale	e of one (1) to four (4) as follo	ws:
<ol> <li>Outstand</li> <li>Superior</li> </ol>	ling	<ul><li>3. Satisfactory</li><li>4. Unsatisfactory</li></ul>	
There is space for comments your evaluation.	. The asterisk (*) denotes	requested comments in orde	r to better explain
CATEGORY I EDUCATION	NAL OBJECTIVES		
A. The educational philosoph	nies/objectives are consiste	nt with the institution's role as	a training facility.
		+++	
1. Outstandin	g 2. Superior	3. Satisfactory	4. Unsatisfactory*
Comments:			
B. The resident training is reaseeks.	asonably well developed to	actually train the student for t	he job he/she
1. Outstandin	g 2. Superior	3. Satisfactory	4. Unsatisfactory*
Comments:			
C. The advertising, brochure that it is a training ins		entations made are truthful, ar cific areas of instruction it pron	
1. Outstandin	g 2. Superior	3. Satisfactory	4. Unsatisfactory*
Comments: ALL F NEWSPAPER ADS		IEWED GOT INFORMATION	FROM
CATEGORY II FACULTY			
A. The institution has an ade and/or experience to		nstructors or teachers trained	by education
1. Outstandin	g 2. Superior	3. Satisfactory	4. Unsatisfactory*

Comments: ONE CONCERN OF STUDENTS WAS THE FACT ONLY ONE RANGE INSTRUCTOR IS THERE. ALSO HAS BEEN A HIGH TURNOVER IN STAFF SINCE THE START OF THE SCHOOL.

1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*
admission policy of the institu	ution is well administere	ed and the school is reason	onably selective.
ORY IV ADMISSION PRAC	TICES		
Comments:			
•	2. Superior	3. Satisfactory	4. Unsatisfactory*
		+++	
student educational needs a	re met by the institution	ı.	
Comments: THE STUDE	NTS SPOKE OF NO P	ROBLEM WITH STAFF	
· ·	·	·	4. Unsatisfactory*
4. Outstanding	0.0000000	+++	4 11
student/administration relatio	nship reflects a healthy	and stable rapport within	n the institution.
Comments:			
· ·	2. Superior	3. Satisfactory	4. Unsatisfactory*
		+++	
	_	individual student's perso	onal attainments.
OPY III STUDENT BOUC	v		
Comments:			
1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*
faculty appear to be satisfied	with the overall institut		
Comments. NELGONIE	AWOON OF EAR EN		
· ·	·	·	i. Oriodiolololy
1 Outstanding	2 Superior	+++ 3 Satisfactory	4. Unsatisfactory*
	1. Outstanding  Comments:  ORY III STUDENT POLICY  lent counseling is adequate to  1. Outstanding  Comments:  student/administration relation  1. Outstanding  Comments: THE STUDE  student educational needs at  1. Outstanding  Comments:  ORY IV ADMISSION PRAC	faculty appear to be satisfied with the overall institut  1. Outstanding 2. Superior  Comments:  ORY III STUDENT POLICY  Ient counseling is adequate to show concern for the  1. Outstanding 2. Superior  Comments:  student/administration relationship reflects a healthy  1. Outstanding 2. Superior  Comments: THE STUDENTS SPOKE OF NO Pi  student educational needs are met by the institution  1. Outstanding 2. Superior  Comments: THE STUDENTS SPOKE OF NO Pi  Student educational needs are met by the institution  1. Outstanding 2. Superior  Comments:	faculty appear to be satisfied with the overall institution.  1. Outstanding 2. Superior 3. Satisfactory  Comments:  ORY III STUDENT POLICY  lent counseling is adequate to show concern for the individual student's personal student's perso

SCHOOL HE DIDN'T KNOW IF HIS FINANCING WOULD BE APPROVED. IF NOT HE ALREADY LEFT HIS OTHER JOB AND WOULD BE LEFT WITH NO TRAINING.

B.	Students who have special learning admission requirements.	g handicaps are aware	handicaps are aware of the demands needed to		
	1. Outstanding	2. Superior	+++ 3. Satisfactory	4. Unsatisfactory*	
	_	z. Superior	5. Salisfactory	4. Offsatisfactory	
	Comments:				
~ .	ATEOORY V. CTUDENT DECRUIT	MENT			
<u>C</u>	ATEGORY V STUDENT RECRUIT	<u>WENT</u>			
Α.	The institution appears to recruit free recruiting low income families		of family income. No con	centration on	
			+++		
	1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*	
	Comments:				
В	The institution appears to recruit st	tudents who have a po	tential or desire the educ	ation provided	
٥.	The medication appears to restait of	idaonio vino navo a po	torniar or adding the date	allon provided.	
	1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*	
	Comments:	oupons.	or Cameraciery	•	
	Comments.				
C.	The students appear to have an ho	onest impression of the	e institution before they e	nroll.	
			+++		
	1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*	
	Comments:				
C.A	ATEGORY VI PHYSICAL FACILITI	IFS			
Α.	The institution has satisfactory train equipment to instruct in the st			, supplies, or	
	о <b>ч</b> агр. поп. то п. от от т. т. о от				
	1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*	
	•	•	/ED COMPLAINED ABO	•	
	SPACE ON THE RANGE A				
B.	The classrooms or work stations a enrolled.	re the necessary size t	o accommodate the num	ber of students	
			+++		
	1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*	
	Comments:				

C. The premises and conditions under which the students work are sanitary and safe modern standards.				e according to
	4. Outstanding	2. Cumarian	+++	4. 1 1
	1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*
	Comments:			
<u>C/</u>	ATEGORY VII COURSE ORGANIZ	<u>ATION</u>		
Α.	The instruction materials are comp	orehensive, accurate a	nd well organized.	
	1. Outstanding	2. Superior	+++ 3. Satisfactory	4. Unsatisfactory*
	_	z. Superior	3. Galisiaciory	4. Offsatisfactory
	Comments:			
В.	The instructional material is geared of the students enrolled.	d at a level of understa	anding which adheres to	the educational level
			+++	
	1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*
	Comments:			
	ATEGORY VIII OBJECTIVES  The resident training is reasonably ultimately hopes to gain.	well developed to act	ually train the student fo	r the job he seeks or
	1. Outstanding	2. Superior	+++ 3. Satisfactory	4. Unsatisfactory*
	_	z. Superior	3. Galisiaciory	4. Offsatisfactory
	Comments:			
В.	Student records adequately reflect	the student's progres		rollment.
	1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*
	-	z. oaponoi	o. Oddordotory	1. Onoadolactory
	Comments:			
C.	The student records adequately re institution.	flect the student's plac	cement after his/her train	ing with the
		+++		
	1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*
	Comments:			

D.	Characterize your impression	n of the institu	ution.				
				+	++		
	1. Outstanding	2.	. Superior	3. Sati	sfactory	4. Unsa	tisfactory*
	Comments:						
E.	The majority of the students institution.	appear to be	satisfied wit	h the education	they have re	eceived fron	n the
	mondatori.						
	1. Outstanding		. Superior		++ sfactory	4 Unco	atisfactory*
	_	۷.	Superior	3. Sati	Siaciory	4. Ulisa	ilisiaciory
	Comments:						
	Please initial t	the status yo	ou believe th	his institution	should recei	ve.	
	No Status – If, after a review						
	titution and the formal team e vere deficiencies that in the o						
	nimum standards required for						
•	itioning institution should be				tatus of the		
pet	itioning institution should be i	recommende	d for revocat	tion.			
2. (	Candidate If, after a review	v of the forms	and materia	als submitted b	v the petitioni	ing	
ins	titution and the formal team e	valuation, the	e petitioning	institution is fou	and to have c	ertain	
	iciencies that in the opinion o denial of the right to do busir					cause -	
	andidate" status.	1655, 111611 1116	; pennorming i	institution may i	Je awarueu		
	Accreditation with Recomm						
	omitted by the petitioning insti- bund to still possess certain o						
acc	reditation or candidate status	s, but such re	commendati	ions are neede	d to increase		
effi	ciency, then the institution ma	ay be awarde	d "Accredite	d with Recomm	nendations" s	tatus.	
<b>4</b> I	Fully Accredited – If, after a	review of the	forms and r	materials and th	e formal tean	n	
	luation the institution has co						+++
	Accredited with Recommenda			•	• •	_	
	If a fature la de A	0 lint					
Ple	If status Is 1, 2, or ase add any explanatory notes t						
	, . , , , ,	,		1 - 3	, , , , , , , , , , , , , , , , , , , ,	,	

NONE

### Team Member's background, as related to evaluation participation, is as follows:

Please describe appropriate background experience and credentials.

STATE OF INDIANA, DEPARTMENT OF REVENUE, MOTOR CARRIER SERVICES DIVISION, CDL SECTION. CDL AUDITOR/EXAMINER FROM NOVEMBER 2002 TO PRESENT. RESPONSIBLE FOR THE OVERSIGHT OF THIRD PARTY TESTING IN THE STATE OF INDIANA AND EXAMINATION/EVALUATION OF CDL DRVIERS WITH MEDICAL ISSUES INCLUDING LIMB IMPAIRMENTS.

302 W. Washington Street, Room E201 Indianapolis, IN 46204

Date of Evaluation: 7/27/06	3		
Institution Evaluated: TRUC	CDRIVER INSTITUTE	:	
Name of Team Member: DAVE	STAHLY		
CHECK LIST FOR TEAM EVALUATE	<u>ORS</u>		
In each category you are to rate the in	stitution on a scale of	one (1) to four (4) as follo	ows:
<ol> <li>Outstanding</li> <li>Superior</li> </ol>		Satisfactory Unsatisfactory	
There is space for comments. The as your evaluation.	terisk (*) denotes <u>req</u>	uested comments in orde	er to better explain
CATEGORY I EDUCATIONAL OB-	<u>JECTIVES</u>		
A. The educational philosophies/obje	ctives are consistent v	vith the institution's role a	s a training facility.
	+++		·
1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*
Comments:			
B. The resident training is reasonably seeks.	well developed to act	rually train the student for	the job he/she
1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*
Comments:			
C. The advertising, brochures, catalo that it is a training institution in			
1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*
Comments:	z. Superior	3. Satisfactory	4. Orisalistaciory
Comments.			
CATEGORY II FACULTY			
A. The institution has an adequate nu and/or experience to instruct to		ructors or teachers trained	d by education
		+++	
1. Outstanding	<ol><li>Superior</li></ol>	<ol><li>Satisfactory</li></ol>	<ol><li>Unsatisfactory*</li></ol>

On-Site Evaluation Form evalform.doc

Comments:

	tion and/or experience.		ny to administer their pos	ittori tirrougri
			+++	
•	1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*
Con	mments:			
C. The faculty	appear to be satisfied	with the overall institut	ion.	
		+++		
•	1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*
Con	nments:			
CATEGORY I	II STUDENT POLICY	<u> </u>		
A. Student co	unseling is adequate to	show concern for the	individual student's perso	onal attainments.
	+++			
•	1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*
Con	nments: THE EMPLO	YEES SEEM TO TAKE	A GENUINE CONCERN	N FOR STUDENT
SUC	CCESS.			
B. The studer	nt/administration relation	nship reflects a healthy	and stable rapport within	n the institution.
		+++		
•	1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*
Con	nments:			
C. The studer	nt educational needs are	e met by the institution		
			+++	
	1. Outstanding	2. Superior	<ol><li>Satisfactory</li></ol>	4. Unsatisfactory*
Con	nments:			
04TE00DV II	V ADMICCION DDAO			
CATEGORY	V ADMISSION PRACT	IICES		
A. The admiss	sion policy of the institu	tion is well administere	ed and the school is reason	onably selective.
		+++		
•	1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*
Con	nments:			

B.	. Students who have special learning handicaps are aware of the demands needed to meet the admission requirements.				
	1. Outstanding	2. Superior	+++ 3. Satisfactory	4. Unsatisfactory*	
	·	z. Superior	3. Salistactory	4. Unsalistaciony	
	Comments:				
<u>C</u>	ATEGORY V STUDENT RECRUIT	MENT			
A.	The institution appears to recruit for recruiting low income families		of family income. No con	centration on	
	+++				
	1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*	
	Comments: STUDENTS S	SEEM TO BE REPOND	ING TO NEWSPAPER A	ADS	
В.	The institution appears to recruit students who have a potential or desire the education provided.				
	1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*	
	i. Outstanding	z. Superior	3. Salisfactory	4. Unsalistaciory	
	Comments:				
C.	The students appear to have an h	+++	e institution before they e  3. Satisfactory	enroll.  4. Unsatisfactory*	
	· ·	•	•	•	
	Comments: STUDENTS V SATISFIED	VE SPOKE TO WERE	HAPPY TO BE THERE,	AND SEEMED	
<u>C</u>	ATEGORY VI PHYSICAL FACILIT	IES			
A.	The institution has satisfactory training or educational facilities with sufficient tools, supplies, or equipment to instruct in the student's selected area of study.				
		+++			
	1. Outstanding	2. Superior	<ol><li>Satisfactory</li></ol>	4. Unsatisfactory*	
	Comments:				
В.	The classrooms or work stations a enrolled.	are the necessary size t	o accommodate the nun	nber of students	
	1 Outstanding	+++	2 Catiofostom	4 Upontinfontor:*	
	1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*	
	Comments:				

C.	The premises and conditions under which the students work are sanitary and safe according to modern standards.				
		+++			
	1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*	
	Comments:				
<u>C</u>	ATEGORY VII COURSE ORGANIZ	ZATION			
A.	The instruction materials are comprehensive, accurate and well organized.				
		+++			
	1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*	
	Comments:				
B.	The instructional material is geared of the students enrolled.	d at a level of understa	nding which adheres to t	he educational level	
		+++			
	1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*	
	Comments: CURRICLUM AGE LEVELS	AND TRAINING SEEM	MED TO BE UNDERSTA	NDABLE FOR ALL	
C.A	ATEGORY VIII OBJECTIVES				
	The resident training is reasonably well developed to actually train the student for the job he seeks or ultimately hopes to gain.				
		+++			
	1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*	
	Comments:				
В.	. Student records adequately reflect the student's progress during his period of enrollment.				
		+++			
	1. Outstanding	2. Superior	3. Satisfactory	<ol><li>Unsatisfactory*</li></ol>	
	Comments: RECORDS W	ERE CONFIDENT ANI	O UNIFORM		
C.	. The student records adequately reflect the student's placement after his/her training with the institution.				
	1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*	
	_		2. 22		
	Comments:				

D. Characterize your impression of the institution.									
		+++							
	1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*					
	Comments:								
E.	E. The majority of the students appear to be satisfied with the education they have received from the institution.								
		+++							
	1. Outstanding	2. Superior	3. Satisfactory	4. Unsatisfactory*					
	Comments:								
			institution should recei						
	<b>lo Status</b> – If, after a review of the itution and the formal team evalua								
	rere deficiencies that in the opinion								
	imum standards required for opera								
	itioning institution should be award								
pet	itioning institution should be recom	mended for revocation	ı <b>.</b>						
2 (	Candidate If, after a review of th	ne forms and materials	submitted by the netitioni	ina					
	itution and the formal team evalua								
def	iciencies that in the opinion of the (	Commission can be co	rrected and would not be						
	for denial of the right to do business, then the petitioning institution may be awarded "Candidate" status.								
Ca	indidate status.								
3. <i>A</i>	Accreditation with Recommenda	tions – If, after a revie	w of the forms an materia	ıls					
	mitted by the petitioning institution								
	ound to still possess certain deficie			denial of					
	accreditation or candidate status, but such recommendations are needed to increase efficiency, then the institution may be awarded "Accredited with Recommendations" status.								
	Fully Accredited – If, after a review								
evaluation the institution has corrected all deficiencies noted during its Applicant, Candidate, or Accredited with Recommendations status, then it shall be granted "Fully Accredited" status.									
J. /	totalog min recommendations	oracio, crom it origin bo	g. s. noa i any mooroditoe						
	If status Is 1, 2, or 3, lis								
Ple	ase add any explanatory notes to your	recommendation. Use a	dditional page(s) if necessar	у.					

NONE

# Team Member's background, as related to evaluation participation, is as follows: Please describe appropriate background experience and credentials.

**ATTACHED** 

10946 Golfview Drive Indianapolis, IN 46234 (317) 858-0558 jstahly@indy.rr.com

### DAVID W. STAHLY

#### **SUMMARY OF QUALIFICATIONS:**

Possess 20 + years overall transportation related experience involving operations management, recruitment and driver retention, dispatch, and customer service. I possess the ability to carry out programs under established policies, offer alternative solutions and earn the respect of staff. In addition to problem solving and logistics, qualities developed from being an Operations Director/Manager include leadership and communication skills.

#### **PROFESSIONAL EXPERIENCE:**

# Freightmasters Systems, Inc. Indianapolis, Indiana May 2002 – Present Director of Operations

- Direct Manager of 16 dispatchers/CSR's.
- Responsible for pick-up and delivery of mostly JIT automotive freight within an Owner-Operator environment.
- On-going responsibility for constant customer relations with both customers and Owners to assure all expectations are met.

# Magnum Express Indianapolis, Indiana May 2000 – April 2002

### **Director of Operations**

- Direct Manager of 3 employees and general responsibility associated with such.
- Responsible for day-to-day operations of small fleet, privately held trucking company.
- Responsible for driver recruitment and driver retention.

# Celadon Trucking Services Indianapolis, Indiana June, 1999 – May 2000 Automotive Team Leader

- Direct Manager of 10 dispatchers and four customer service reps in the Automotive Division.
- Expediting of plant shutdown material.
- Responsible for the pick-up and delivery of 120 loads per day of automotive parts.
- Payroll and scheduling of dispatchers and customer service reps.

# Daymark Transportation Indianapolis, Indiana November 1997 To April 1999 <u>Regional Director of Transportation</u>

- Responsible for overall management of the Eastern Region Transportation Division.
- Supervise the Indianapolis Office, which consists of three CSR'S, three Fleet Managers and one Driver Recruiter.
- Management of 260 drivers in the Eastern Division.
- Customer contact in the Eastern Division to procure freight.
- Responsible for overall profit and loss for the Eastern Division.

Page 2 Resume David W. Stahly

Celadon Trucking Services Indianapolis, Indiana January 1988 - November 1997

<u>Director/Manager of Operations</u>

- Coordinate the staffing and scheduling of 44 dispatchers, including staff hiring, performance reviews and terminations.
- Responsible for the overall daily flow of dispatch coordination and timely load deliveries.
- Disciplined drivers up to and including termination.
- Direct management of the Chrysler Relay System, which involved 250 drivers.
- Responsible for payroll computation for all dispatchers.
- All general day-to-day management activity problem solving, customer service calls, employee satisfaction, etc.

### **EDUCATION:**

A.A. Degree, Business, Vennard College, Oskaloosa, Iowa

#### **PROFESSIONAL REFERENCES:**

Mr. Mike O'Neal Vice President of Operations Perkins Logistics 317-293-7375

Mr. Jim Witzerman Vice President of Operations Celadon Trucking 317-972-9000